



STREETS OPERATIONS SUPERVISOR

Job Code: 4032
EEO Class Code: Skilled Craft
Union Status: GSA
FLSA Code: Exempt
Salary Grade: o512

NATURE OF WORK

Responsible skilled, supervisory, and inspectional work in the construction, maintenance, and repair of City streets, curbs, sidewalks, and parking areas.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

- Plans, assigns, directs and audits personnel in the construction, maintenance, and repair of streets, sidewalks, curbs, and parking areas
- Directs sub-grading of streets and parking areas
- Operates, if necessary and with proper training and experience, some road construction equipment
- Arranges for and supervises the movement of personnel, equipment, and material to work assignments
- Instructs and trains personnel in all aspects of street and sidewalk construction and maintenance
- Maintains effective control of materials and equipment
- Keeps records of assigned employees
- Keeps work records and makes reports on progress of work assignments
- Makes recommendations for purchasing necessary parts, supplies, and materials
- Prepares and maintains necessary reports and records
- Inspects work of private construction for compliance with City regulations or departmental standards
- Performs related work as required

KNOWLEDGE, SKILLS AND ABILITIES

- Thorough knowledge of methods and procedures of street and sidewalk construction and repair
- Knowledge of tools and equipment used in street construction and repair
- Knowledge of the hazards and dangers in street work
- Ability to establish and enforce established safety standards or safe practices of operations
- Ability to instruct, train, and supervise personnel engaged in street and sidewalk construction and maintenance
- Ability to read and work from blueprints and rough sketches
- Ability to understand and carry out complex oral and written instructions
- Ability to coordinate personnel, equipment, and materials
- Ability to establish and maintain effective working relations with other employees and the public
- Ability to make written reports
- Ability to evaluate performance of employees, equipment, and operations

MINIMUM REQUIREMENTS

- Currently employed by the City for the past one (1) year
- One (1) year supervisory experience in the installation and maintenance of Roadway lighting equipment and systems
- Valid Driver's license
- Class "B" Commercial Driver's License valid for air brake

PHYSICAL REQUIREMENTS

- Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact
- Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, word processor, calculator, copier, and fax machine
- Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, sitting, standing, pushing, and pulling
- Ability to lift up to 90 pounds

SUPERVISION RECEIVED

- General and specific assignments are received
- Work is performed with latitude for the use of independent judgment in the selection of work methods and procedures, and is subject to review for achieving departmental objectives and standards

SUPERVISION EXERCISED

- Plans, assigns, and supervises personnel in street and sidewalk construction, maintenance, and repair